

AI Literacy and Guidelines

Park Hill School District Staff



What is Generative AI?

Generative AI (GenAI) is a newer technology that generates original content, including text, images, and music, by learning from existing data. GenAI enables the creation of innovative and customized educational and administrative materials. This can foster creativity, enhance learning, and improve productivity. The broader term, Artificial Intelligence (AI), refers to systems designed to complete specific tasks and has been around for many years. Your smartphone's facial recognition, virtual assistants like Alexa and Siri, and social media algorithms all use AI.



What is AI's Role in Park Hill?

AI's purpose in our school district environment is to supplement, not replace, the effort put into your teaching, learning, and productivity. GenAI is a tool that can be used to efficiently facilitate tasks on your behalf. AI offers tailored support to meet diverse needs by breaking down complex concepts, summarizing information, generating ideas, and providing feedback.

Data Privacy and Security

Ensuring data privacy and security is paramount when using GenAI tools. It is essential to avoid inputting any Personally Identifiable Information (PII), or confidential information, into AI systems for now to safeguard our privacy. **PII includes student and staff contact information, demographic information, rosters, etc. (see glossary for full FERPA definition).** By strictly adhering to this, we can utilize GenAI technologies effectively while protecting the integrity of personal data. This is critical because we have no control over the data once it is in those systems.



Ideas to Start...

- **Efficiency:** Utilize AI for practice exercises, grammar checks, and feedback. Generate presentations, rubrics, ideas for lesson plans, and more.
- **Research Assistance:** Help students gather knowledge and information for a topic, assignment, or assessment.
- **Creative Projects:** Generate art, music, or creative writing ideas as a starting point for projects.
- **Student Discourse:** Encourage transparency and dialogue around the appropriate use of GenAI.
- **Personalized Learning:** Provide students with a thought partner to help them learn at their own pace and in their own way.



... But Keep in Mind

- **Review AI-Generated Work:** Submitted documents should be checked for tone, incorrect information, and inconsistencies. AI should be considered a rough draft of your work.
- **Avoid Plagiarism:** Using AI to rephrase existing content without proper citation to bypass plagiarism detection tools.
- **Acknowledge GenAI Bias:** When using with students, it is critical to draw attention to GenAI incorrectly representing people and ideas.
- **Communicate with Students:** Intentionally plan when students can or should use GenAI in projects and lessons.
- **AI Detectors aren't Foolproof:** Detectors are inconsistent and unreliable in determining GenAI use, especially for non-native English writers.